



DERMATOLOGY STAFF NURSE

INFORMATION FOR CANDIDATES

ABOUT THE TRUST

The Shrewsbury and Telford Hospital NHS Trust (SaTH) is the main provider of acute hospital services for around half a million people in Shropshire, Telford & Wrekin and mid Wales.

Encompassing some of the most picturesque parts of England and Wales, the Trust's catchment stretches from the Cambrian Mountains in the west, to Newport and the fringes of the Black Country in the east.

The main towns include: Bridgnorth, Ludlow, Market Drayton, Oswestry, Shrewsbury and Whitchurch (in Shropshire); Newport, Telford and Wellington (in Telford & Wrekin); and Newtown and Welshpool (in Powys) – all beautiful and unique.

Our main service locations are The Princess Royal Hospital (PRH) in Telford and The Royal Shrewsbury Hospital (RSH) in Shrewsbury which are located 20 minutes drive apart. Together they provide 99% of our activity. Both hospitals provide a wide range of acute hospital services including accident & emergency, outpatients, diagnostics, inpatient medical care and critical care.

We also provide services such as consultant-led outreach clinics at Telford, the Robert Jones and Agnes Hunt Orthopaedic Hospital, Gobowen and the Bridgnorth, Ludlow and Whitchurch Community Hospitals.

We employ more than 6,000 people, and hundreds of colleagues and students from other organisations also work in our hospitals. We benefit from around 1,000 wonderful volunteers, and our main charitable partners are the League of Friends at The Royal Shrewsbury Hospital, Friends of The Princess Royal Hospital, and the Lingen Davies Cancer Appeal which is based at The Royal Shrewsbury Hospital.



OUR VISION AND VALUES

The Shrewsbury and Telford Hospital NHS Trust is an organisation that strives to provide high quality, safe care for our patients in an environment which our staff are proud to work in

Our Vision:

“To provide excellent care for the communities we serve”

Our Values:



OUR VISION

We believe that by adhering to our Vision and working with our Values in mind we can behave in a way which will ensure the right results for the people that matter most – our patients and their families.

OUR VALUES

Our Trust Values provide a guide for our daily lives which we are all expected to uphold, both at work and when we are representing the Trust.

Our Values were developed by staff and our patients, so they represent what is important to us within the organisation and the way we should all behave towards patients, carers, visitors, partners and each other.

You will see our Values throughout the Trust; they are not just words on a page, they represent what we are about here at SaTH. We want patients and their families to say that the care and service they receive from all of us is consistently high-quality, safe, effective, and personalised, so the feelings behind the Values shouldn't come as a surprise to anyone working in the NHS.

The reason why it is important that they are clearly written down is, so we all know what's expected, and none of us are surprised if we are asked to explain any unacceptable behaviour. Ultimately, if we follow our Values, we will provide services that are better for our patients and better for each other.

COLLEAGUE BENEFITS

GENERAL

27 days annual leave entitlement at joining, increasing with length of service, plus 8 bank holidays

Flexible working policies

Generous maternity pay and 2 weeks full pay paternity leave

Colleague recognition scheme and long service awards

Option to buy and sell additional annual leave

Greener travel initiative, including cycle to work scheme and lift share

Childcare information and support available, including onsite nurseries

Discounted bus passes with Arriva

FINANCIAL

Access to various local and national discounts via various external websites

- Blue Light Card
- Health Service
- Discounts NHS

Salary sacrifice schemes for home electronics and bikes

Generous Pension scheme

Access to a financial support booklet

Pre-retirement courses

Free Will writing service

Savings and Loan schemes

HEALTH AND WELLBEING

PSYCHOLOGICAL SUPPORT

- Coaching
- Mental Health First
- Aiders Chaplaincy

PHYSICAL SUPPORT

- Fast track physiotherapy service Free
- eye test vouchers

HEALTHY LIFESTYLES AND EMOTIONAL SUPPORT

- Slimming World referral scheme Staff
- cervical screening service Long Covid support
- Access to wellbeing/rest rooms
- Menopause support including advocates, webinars, toolkits, clinics, and bi-monthly meet ups Men's
- Health - Bi-monthly forums and men's MOT
- Sleep School Wellbeing Support

Discounts with local gyms

LEARNING AND DEVELOPMENT

COACHING AND MENTORING

Opportunities to grow, develop and perform at your best

LEADERSHIP ACADEMY

Leadership and management training for all levels of staff

ACCESS TO ELEARNING COURSES

Many eLearning modules to learn from with access available at home

APPRENTICESHIPS

There are a growing number of apprenticeship opportunities at SaTH across all disciplines

Secondment and acting-up opportunities

Support to complete qualifications such as NVQ, Masters etc. whilst on the job



JOB DESCRIPTION

Job Title	Dermatology Staff Nurse
Band	Band 5
Directorate	Service Delivery Directorate
Accountable to	Matron - Dermatology
DBS Required?	Yes, Enhanced DBS

JOB OVERVIEW

To work within a dermatology team to delivery care to patients within a clinic environment and support the surgical team in the Minor Ops Service. To participate in the assessment, planning, implementation, evaluation of care and to ensure continuity of care providing support for a group of patients with Dermatological conditions. Effectively works within the multi-disciplinary team

Scope and range: The post is in the Dermatology department, predominately in the outpatients department based at the Royal Shrewsbury Hospital site, however this is a cross site service and the postholder may be required to cover dermatology clinics at the Princess Royal Hospital.

Main duties and responsibilities:

Professional / clinical knowledge acquired through state registration

- In the absence of the Out-Patients Sister, the post holder will take responsibility for a clinical area for a span of duty
- Supervise and co-ordinate the running of the minor ops service, supporting the B3 HCA and Surgical team.
- Supervise and co-ordinate Dermatology clinics held within the out-patient department.
- With support and guidance from the senior team the post holder will develop the skills and proficiency in Nurse led clinics for Phototherapy, Isotretinoin, Biologics and Systemics and Paediatric Eczema
- Participate in ward visits with the dermatology team.
- Supervise and demonstrate procedures to junior staff qualified and unqualified.
- Assist in the mentorship and teaching of student nurses within the outpatient department
- Assist in creating a supportive and caring environment within the out-patient department.
- Assist patients and chaperone whilst clinical examination/procedures are being undertaken.
- To perform all aspects of relevant nursing care for patients. Including specialist dressing / bandaging techniques, removal of sutures/clips,
- Application of patient appliances.
- Assist medical staff with fine needle aspirations, core biopsies and take responsibility for collection / labelling of specimens.
- Responsibility for ensuring patients and carers have sufficient relevant verbal and written information
- Maintain accurate Nursing records in line with NMC guidelines.
- Assist with patient mobility using correct equipment and techniques.
- Phlebotomy skills
- Administration of drugs as prescribed by medical staff in accordance to the NMC guidelines
- Signs bank time sheets in the absence of senior nurse.
- Assist in clinical Audit.

Systems and equipment

- Record biographical details of individuals in manual and computerised records.
- Use of care flow to check clinic lists reporting any discrepancies to clerical staff
- Prepare specific equipment required within the department prior to clinical procedures, using decontamination techniques prior to mandatory safety checks
- Maintain, monitor, control and order stock and equipment within the department, reporting any deficit or maintenance required.
- Maintain general tidiness and cleanliness of the department.
- Prepare clinical area and department prior to start of clinics
- Clinical Waste Disposal.

Decisions, Judgements and Freedom to act.

- Works within professional codes of practice/ guidelines
- Assesses, plans, implements and evaluates nursing care for a group of patients, ensuring patient participation at all stages
- Follows policies determined by others
- Allocates and checks work of staff in clinical area

- Clinical supervision of junior staff
- Contributes toward change within the outpatients department
- Maintain Health and Safety standards at all times.

Communication and Relationships

- Provide specific dermatology advice and support via telephone/directly to patients
- Maintain patient confidentiality at all times.
- Communicating complex and sensitive information.
- Assemble nursing documentation, including all stationary requirements for clinical sessions.
- Check referral letters, results / x-rays are available for clinical session. Contacting relevant departments to obtain other information
- Support communication with patients, relatives or their carers and encourage participation including assisting patients, relatives and carers where there are specific communication difficulties.
- Liaising with the multi disciplinary team
- Referral to district and practice nurse
- Support distressed patients and relatives
- Be Aware of and support individual, religious, cultural and psychological needs.
- Provide specific dermatology advice and support via telephone / directly to patients.

Physical, Mental and Emotional demands of the post

- Frequent requirements for moderate physical effort
- Frequent requirement for concentration, able to respond to unpredictable work patterns and interruptions.
- frequent exposure to highly distressing circumstances.

Working Conditions

- Assist in protecting patients, visitors and staff from abuse and assist in managing abusive and aggressive behaviour.
- Frequent highly unpleasant working conditions.
- Equip and assist out reach clinics.

Professional requirements

- Willing to undertake specific dermatology training
- Mandatory PREP requirements.
- Support the appraisal process.
- Maintain professional registration in accordance with NMC code
- Appreciate the importance of continual education and ensure research / evidence based care.
- Participates in clinical supervision.

Adhere to and work in accordance with The Shrewsbury & Telford Hospital NHS Trust policies and procedures and relevant national legislation.

Including:

- The Health and safety at Work Act
- Manual Handling of Loads Directive
- Data Protection Act
- The Shrewsbury & Telford Hospital Human Resource Policies (or Princess Royal Hospital personnel Policies).
- Royal Marsden Hospital Clinical Nursing Procedures

Attend Corporate Induction and annual Statutory training updates as instructed.

To include:

- Health and Safety Instruction
- Fire Safety Instruction
- Safe Handling Training
- Cardio-pulmonary (CPR) Training
- Safe Food Handling Training
- Infection Control Training



PERSON SPECIFICATION

The following pages contain a description of the qualifications, skills, experience, knowledge and other attributes a candidate should ideally possess to successfully perform this role.

QUALIFICATIONS

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> Registered Nurse/ Midwife Mentorship/ preceptorship qualification 	<ul style="list-style-type: none"> Dermatology Course

EXPERIENCE AND KNOWLEDGE

ESSENTIAL	DESIRABLE
<p>Post registration with current experience in acute clinical setting. Such experience would usually but not exclusively be achieved over a period of 2- 3 years with appropriate experience having been acquired to be able to demonstrate:-</p> <ul style="list-style-type: none"> High level clinical skills and knowledge. Able to demonstrate the principles of teaching and learning within a clinical environment including practice assessment Involvement in Nursing audit and/or Research. Experience of assisting with Minor Procedures 	<ul style="list-style-type: none"> Experience in caring for patients with Dermatological Conditions. Current recent experience in undertaking preceptor/mentor role An awareness and understanding of policy and practices.

SKILLS

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> • Ability to work and communicate effectively within a multidisciplinary team setting. • Evidence of excellent communication skills including verbal, non-verbal and written. • Excellent interpersonal skills with professional credibility • Positive attitude to change with a proven ability to assist senior staff in the implementation of change and practice development. 	<ul style="list-style-type: none"> • Microsoft office PC and Sema Pas skills

OTHER

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> • Awareness of professional and personal limitations. • Ability to act as a positive role model • Strong team worker • Flexible and adaptable in approach • Time management skills 	

GENERAL CONDITIONS

As they undertake their duties, all our people are required to uphold and demonstrate the Trust's core values of: Partnering, Ambitious, Caring and Trusted. Collaboration and partnership are also central to our approach in delivering our fundamental activities of patient care, teaching, and research.

HEALTH & SAFETY

As an employee of the Trust, you have a responsibility to:

- take reasonable care of your own Health and Safety and that of any other person who may be affected by your acts or omissions at work; and
- co-operate with the Trust in ensuring that statutory regulations, codes of practice, local policies and departmental health and safety rules are adhered to; and
- not intentionally or recklessly interfere with or misuse anything provided in the interests of health and safety

INFECTION PREVENTION AND CONTROL (IPC)

The prevention and management of acquired infection is a key priority for the Trust. As an employee of the Trust, you have a responsibility to:

- ensure that your work methods are compliant with the Trust's agreed policies and procedures and do not endanger other people or yourself; and
- be aware of infection prevention and control policies, practices, and guidelines appropriate for your duties and you must follow these at all times to maintain a safe environment for patients, visitors and colleagues; and
- maintain an up-to-date knowledge of infection prevention and control, policies, practices, and procedures through attendance at annual mandatory updates and ongoing continuing professional development; and
- challenge poor infection prevention and control practices of others and to report any breaches, using appropriate Trust mechanisms (e.g. incident reporting policy)

INFORMATION GOVERNANCE

The Trust is committed to compliance with Information Governance standards to ensure that all information is handled legally, securely, efficiently, and effectively. You are required to comply with the Trust's Information Governance policies and standards.

- Confidentiality and Security - Your attention is drawn to the confidential nature of

information collected within the NHS. Whilst you are employed by the Trust you will come into contact with confidential information and data relating to the work of the Trust, its patients or employees. You are bound by your conditions of service to respect the confidentiality of any information you may come into contact with which identifies patients, employees or other Trust personnel, or business information of the Trust. You also have a duty to ensure that all confidential information is held securely at all times, both on and off site.

- Disclosure of Information - To ensure that information is only shared with the appropriate people in appropriate circumstances, care must be taken to check the recipient has a legal basis for access to the information before releasing it. Upon leaving the Trust's employment and at any time thereafter you must not take advantage of or disclose confidential information that you learnt in the course of your employment, to protect yourself and the Trust from any possible legal action.
- Information Quality and Records Management - You must ensure that all information handled by you is accurate and kept up-to-date and you must comply with the Trust's recording, monitoring, validation and improvement schemes and processes.

PROFESSIONAL STANDARDS AND PERFORMANCE REVIEW

As an employee of the Trust, you have a responsibility to:

- participate in continuous personal development including, statutory and mandatory training as appropriate for the post; and
- maintain consistently high personal and professional standards and act in accordance with the relevant professional code of conduct; and
- take responsibility for the maintenance and improvement of personal and professional competence and to encourage that of colleagues and subordinates

SAFEGUARDING CHILDREN AND VULNERABLE ADULTS

We all have a personal and a professional responsibility within the Trust to identify and report abuse.

As an employee of the Trust, you have a responsibility to ensure that:

- you are familiar with and adhere to the Trusts Safeguarding Children procedures and guidelines
- you attend safeguarding awareness training and undertake any additional training in relation to safeguarding relevant to your role

SOCIAL RESPONSIBILITY

The Trust is committed to behaving responsibly in the way we manage transport, procurement, our facilities, employment, skills, and our engagement with the local community so that we can make a positive contribution to society. As an employee of the Trust, you have a responsibility to take measures to support our contribution and to reduce the environmental impact of our activities relating to energy and water usage, transport and waste.

CONTINUOUS IMPROVEMENT

The Shrewsbury and Telford Hospital NHS Trust is committed to creating a culture that puts Continuous Improvement at the forefront of our transformational journey and our aim is to empower colleagues at all levels have the confidence, capability, passion, and knowledge, to test changes and make improvements at SaTH and in the communities we serve.

Following a successful five-year partnership with the Virginia Mason Institute in the USA, SaTH continues to further develop and embed the Trust's approach to Continuous Improvement at all levels of the organisation. You will be supported by an Improvement Hub, which will provide the necessary expertise to support you make improvements, while also providing training at various stages of your time at SaTH, as part of your continuing professional development.

EQUAL OPPORTUNITIES AND DIVERSITY

The Shrewsbury and Telford Hospital NHS Trust is striving towards being an equal opportunities employer. No job applicant or colleague will be discriminated against on the grounds of race, colour, nationality, ethnic or national origin, religion or belief, age, sex, marital status or on the grounds of disability or sexual preference.

Selection for training and development and promotion will be on the basis of an individual's ability to meet the requirements of the job.

The Shrewsbury and Telford Hospital NHS Trust the post-holder will have personal responsibility to ensure they do not discriminate, harass, bully, or contribute to the discrimination, harassment or bullying of a colleague or colleagues, or condone discrimination, harassment or bullying by others.

The post-holder is also required to co-operate with measures introduced to ensure equality of opportunity.

NO SMOKING POLICY

There is a no smoking policy in operation within the Trust. Smoking within the Trust's premises or within the Trust's grounds is not permitted.

MISCELLANEOUS

This job description is an outline of the key tasks and responsibilities of the post and is not intended to be an exhaustive list. The job may change over time to reflect the changing needs of the Trust and its services as well as the personal development.





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[Getting to The Royal Shrewsbury Hospital](#)

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